

## **SURVEY TECHNICIAN I**

### **DISTINGUISHING FEATURES**

The fundamental reason the Survey Technician I exists is to perform instrument operator duties and assist a Survey Technician II in doing a variety of land survey work in the Inspection Services Division of the Planning Systems Department. This classification does not supervise. Work is performed under lead direction by a Survey Technician II or III and is supervised by the Land Survey Coordinator. This is the entry-level class in the Survey Technician series. This class is distinguished from the Survey Technician II by the performance of the more routine tasks and duties assigned to positions within the series including survey and field engineering work that does not require previous specialized experience.

### **ESSENTIAL FUNCTIONS**

Act as instrument operator or rod/chainperson involved in a variety of survey work; assist higher level technicians and learn to operate a full range of survey equipment including total stations and prisms, levels and level rods, global positioning system, small hand tools and computers, and related equipment.

Participate in a variety of land survey operations such as boundary, topography, leveling, design, as-built, floor elevations and maintaining horizontal and vertical control networks.

Assist the Survey Technician II in project research, securing equipment, using safety techniques, performing the survey operation, handling the equipment, recording data and other associated duties for the purpose of delivering a successful project.

Assist in the preparation and verification of mathematical calculations related to surveying and basic engineering; compute distances, bearings traverses and elevations.

Maintain accurate survey and non-survey related records in the form of field notes, reports and sketches; maintain vertical and horizontal control notes in files, field book and computer.

Interpret and compute field data; evaluate for accuracy and completeness.

Track and maintain survey supplies such as stakes and marking equipment; ensure safety devices are present and in use as appropriate.

May place traffic control devices; may direct traffic.

### **MINIMUM QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

##### Knowledge of:

Geometry, algebra and trigonometry  
City required safety procedures  
Microsoft programs (Word and Exchange)  
Various software for processing land survey results  
Field survey methods and techniques  
Land survey terminology

Ability to:

Comprehend construction drawings

Drive city vehicle and see to its maintenance

Learn to operate "Trimble" Global Positioning System equipment

Work in a variety of weather conditions

Work alongside heavy equipment in traffic, on steep slopes, and near open trenches

**Education & Experience**

Any combination of 1 year education or experience with a land survey organization.

FLSA Status: Non-exempt

HR Ordinance Status: Classified